

**REAL ESTATE APPRAISERS
APPLICATION ADVISORY COMMITTEE
VIRTUAL TELECONFERENCE
MEETING MINUTES
January 31, 2017**

PRESENT: Peter Bronek, Duane Heins, Peter Moegenburg, Wanda Wood

EXCUSED: Thomas Kneesel, David Wagner

STAFF: Tom Ryan, Executive Director; Laura Smith, Bureau Assistant; and other Department Staff

CALL TO ORDER

Peter Moegenburg, Secretary, called the meeting to order at 10:06 a.m. four (4) members were present.

ADOPTION OF AGENDA

Amendments to the Agenda:

- *Remove Items:*
 - *D (1)(a), Certified General Application of Douglas Struckman*
 - *D(2)(a) Certified Residential Application of Anthony Kelbel*

MOTION: Peter Bronek moved, seconded by Wanda Wood, to adopt the agenda as amended. Motion carried unanimously.

APPROVAL OF MINUTES

MOTION: Duane Heins moved, seconded by Wanda Wood, to approve the minutes of December 15, 2016 as published. Motion carried unanimously.

ADMINISTRATIVE UPDATES

Election of Officers and Liaison Appointments

VICE CHAIR

NOMINATION: Peter Moegenburg nominated Peter Bronek for the Office of Vice Chair.

Tom Ryan called for nominations three (3) times.

Peter Bronek was elected as Vice Chair by unanimous consent.

SECRETARY

NOMINATION: Peter Bronek nominated Peter Moegenburg for the Office of Secretary.

Tom Ryan called for nominations three (3) times.

Peter Moegenburg was elected as Secretary by unanimous consent.

Tom Kneesel arrived at 10:15 a.m.

2017 ELECTION RESULTS	
Chair	Thomas Kneesel
Vice Chair	Peter Bronek
Secretary	Peter Moegenburg

LIAISON APPOINTMENTS

MOTION: Duane Heins moved, seconded by Peter Bronek, to affirm the Chair's appointment of Peter Moegenburg as credentialing liaison. Motion carried unanimously.

REVIEW AND CONSIDERATION OF APPLICANTS' APPRAISAL EXPERIENCE AND APPRAISAL REPORTS, OR ANY RECEIVED AFTER PREPARATION OF THE AGENDA

Certified General Applicants

Scott Zagar

MOTION: Peter Moegenburg moved, seconded by Peter Bronek, to table the application review of Scott Zagar pending additional information submitted to the committee. Motion carried unanimously.

Licensed Appraiser Applicants

Nicholas Pronold

MOTION: Wanda Wood moved, seconded by Peter Moegenburg, to recommend issuance of a notice of intent to deny the application of Nicholas Pronold. **Reason For Denial:** Reports do not comply with USPAP Standards 1 and 2. Motion carried unanimously.

ADJOURNMENT

MOTION: Duane Heins moved, seconded by Peter Moegenburg, to adjourn the meeting. Motion carried unanimously.

The meeting adjourned at 10:48 a.m.